

8 SEP 1974

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Joint Computer Support
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training

SUBJECT : DD/A Conference at [REDACTED] 25X1A

25X1A 1. Attached herewith is a general outline of our program for the conference at [REDACTED] from 27 to 29 September 1974. You will note that there are designated discussion leaders who will be expected to research specific issues, generate an open exchange of views, keep the deliberations on track, and attempt to reach some reasonably solid conclusion. It is emphasized, however, that all Office Directors are urged to be conversant with the various items on the agenda, and you are reminded that it is a total team effort of active participation from a broad Directorate standpoint.

25X1A 2. As was mentioned earlier, discussion leaders are encouraged to disseminate appropriate background material well in advance of the conference, certainly no later than 20 September, so that we all have the opportunity to familiarize ourselves with pertinent documents, and make the most possible use of our time at [REDACTED]. We would prefer not to have last minute handouts-- if this can be avoided.

3. The program schedule is intentionally flexible at this point, and further review will be made concerning the exact order of presentation and the time to be allotted a topic. As with the last conference, if an agenda item requires less time than allotted, the topics following on the schedule will be moved forward. If the Saturday schedule is significantly compressed, and sufficient time becomes available, one or more "fill-in" topics will be discussed.

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| 1. Purpose of conference | Blake | 25X1A |
| 2. Philosophy of Management | Blake | |
| 3. General Planning Guidance | McMahon | 25X1A |
| 4. DD/A Planning Council | Blake | 25X1A |
| 5. DD/A Manpower Panel | [REDACTED] | 25X1A |
| | Tietjen, [REDACTED] | |
| 6. Financial Management | [REDACTED] | 25X1A |
| 7. Review of MBO | [REDACTED] | |
| 8. PDP, APP and PASG | [REDACTED] | |
| 9. Directorate Career Service | [REDACTED] | 25X1A |
| 10. EEO and Upward Mobility Program | [REDACTED] | |
| 11. GS-12 Voluntary Separations | Blake | 25X1A |
| 12. Costing of DD/A Services | Fitzwater, [REDACTED], Malanick | |
| 13. Headquarters Complex and Training
for Overseas Positions | Malanick | |
| 14. Filler items, time permitting: | 25X1A | |
| Reindoctrination Film | [REDACTED] | |
| ADP Resource Call | [REDACTED] | |
| CIARDS | [REDACTED] | 25X1A |
| Training (Senior Seminar & Midcareer) | [REDACTED] | |
| Attitudinal Survey | [REDACTED] | 25X1A |